

FILED

Meeting

RETURN TO

<u>Name or Organization</u>	<u>Date & Place of Meeting</u>	<u>Representative from Records Management</u>
National Business Forms Associates	Broadmore Hotel Colorado Springs, Colo. September 25 - 29	
Life, Office Management Association	Shoreham Hotel Washington, D. C. September 27 - 29	
National Business Show	69th & 71st Regiment Armories New York City, New York September 27 - October 1	
Systems and Procedures Association of America	Commodore Hotel New York City, New York October 25 - 27	
Society for Advancement of Management	Hotel Statler New York City, New York October 28 - 29	
National Microfilm Association	Microfilm Clinic Denver, Colorado October 28 - 29 - 30	
Industrial Management Society	Time and Motion Clinic Hotel Sherman Chicago, Illinois November 10 - 12	
Office Management Training Conference	University of Maryland November 11 - 12 - 13	
American Society for Public Administration	Hotel New Yorker New York City, New York March 18 - 20, 1955	
Society for Personnel Administration	---	

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National Stationery and Office Equipment Association	Chicago, Illinois September 18 - 22	
Society of American Archivists	Williamsburg, Va. September 12 - 13 - 14	
Interagency Records Adminis- tration Conference	National Archives Monthly - Third Friday	
American Society for Public Administration	Willard Hotel - Wash. D. C. Monthly - Third Wednesday	